Ruthie Allis <rallis@microbio.umass.edu> From: Sent: Friday, May 11, 2012 9:43 AM

To: Hanchett, James (DPH)

Re: Early Campus Closure on Friday, May 11, 2012 for Commencement Subject

This will help. Yes? = )

On 5/11/2012 9:20 AM, Hanchett, James (DPH) wrote:

.lim

From: Ruthie Allis [mailto:rallis@microbio.umass.edu]
Sent: Friday, May 11, 2012 9:20 AM
To: Hanchett, James (DPH)

Subject: Early Campus Closure on Friday, May 11, 2012 for Commencement

Hi Jim ~

Have a nice loooonger weekend. = )

Ruthie

- Original Message

Subject:Early Campus Closure on Friday, May 11, 2012 for Commencement

Date:Thu, 12 Apr 2012 11:02:18 -0400

From: UMass Division of Human Resources <a href="mailto:shrinfo-request@admin.umass.edu">hrinfo-request@admin.umass.edu</a>

Reply-To: hrinfo-request@admin.umass.edu

To:massmail-l@oit.umass.edu

To:

Staff and Faculty Juan Jarrett, Assistant Vice Chancellor for Human Resources From: Subject: Early Campus Closure on Friday, May 11, 2012 for Commencement

Commencement will be held on Friday, May 11, 2012 at 4:00 p.m. this year. In order to ensure that Commencement activities are both a memorable and enjoyable experience for our graduating students, and for family members and loved ones attending Commencement, the campus will close normal business operations at 12:00 noon on Friday, May 11th. The Staggered Departure Procedure will be used to allow for an orderly departure from the campus. Rotation 4 will be used on May 11th for the early release. Staff deemed essential personnel for Commencement activities will be required to work to support Commencement day activities.

Please visit: <a href="www.umass.edu/commencement/news-and-announcements/seeking-undergraduate-commencement-volunteers">www.umass.edu/commencement/news-and-announcements/seeking-undergraduate-commencement-volunteers</a> for information on volunteering for Commencement activities.

The Staggered Departure Procedure can be found at: www.umass.edu/af/closure%20departure.pdf

Ruth Allis Microbiology Morrill IVN, Rm 203 639 N Pleasant St Amherst, MA 01003 T: 413-545-2051 F: 413-545-1578

Ruth Allis Microbiology Morrill IVN, Rm 203 639 N Pleasant St Amherst, MA 01003 T: 413-545-2051 F: 413-545-1578

1